

Texas State Board of Examiners of Dietitians
Texas Department of Health
The Exchange Building
8407 Wall Street, Room S-402
Austin, Texas 78754
Regular Board Meeting
Friday, May 2, 2003

Agenda Item 1. (Call to Order)

Patricia Krug, Chairman, called the meeting to order at 10:40 am.

Agenda Item 2. (Roll Call)

Board members present: Lucy Flores, Patricia Krug, Amy Scott, Gene Wisakowsky, Betty Blakely, Claudia Lisle, Ralph McGahagin, Janet Hall and Carol Davis.

Janet Hall, new board member, was introduced by Patricia Krug, board chair.

Staff Present: Jeanette Hilsabeck, Executive Secretary; Karen Dlouhy, Administrative Assistant; Carolyn Wright, Board Counsel; Jim Zukowski, Division Director for Professional Licensing and Certification and Debbie Peterson, Assistant Division Director for Professional Licensing and Certification.

Agenda Item 3. (Absent Board Members)

There were no members absent.

Agenda Item 5. (Minutes)

A motion was made, seconded and approved to accept the minutes from the November 8, 2002, meeting.

Agenda Item 6. (Chairman's report)

Patricia Krug, chairman, gave a brief description about attending the Council of Independent Board Chairs meeting with Ralph McGahagin, board member. Lucy Flores was assigned to Janet Hall as mentor.

Agenda Item 7. (Appointments of Board Members to Committees)

Board members were appointed to committees. The Rules Committee included Lucy Flores, Chair; Betty Blakely and Ralph McGahagin. The Complaint Committee included Ralph McGahagin, Chair; Lucy Flores and Claudia Lisle. The Sunset Review Committee included Amy Scott, Chair; Gene Wisakowsky and Carol Davis. The Program Approval Committee included Gene Wisakowsky, Chair; Amy Scott and Janet Hall. The Consumer Information Committee included Janet Hall, Chair; Claudia Lisle and the new member that would replace Patricia Krug.

There was a brief discussion about the publication and dispensing of the dietitian brochure.

The chairman skipped to agenda item 10.

Agenda Item 10. (Division Director's Report/Update)

Jim Zukowski, Division Director, gave a report about the Legislative session. The report included the reconstructing of state agencies. Also included in the report was the fact that licenses will be required to go to two year renewals.

Debbie Peterson, Assistant Division Director for Professional Licensing and Certification discussed the expenditure/budget report.

Ms. Peterson also discussed the customer survey cards that are sent out each time licenses are printed and mailed. Ms. Peterson briefly discussed the chart that had the statistics from the responses to the survey cards.

Patricia Krug, chairman, returned to agenda item 8.

Agenda Item 8. (Executive Secretary's report)

Jeanette Hilsabeck, Executive Secretary, gave a brief introduction about herself.

Ms. Hilsabeck reported there was a signed contract with the Commission on Dietetic Registration (CDR) for the dietitian's examination.

Ms. Hilsabeck reported that on April 14, 2003, the senate committee on nominations met and the new board appointments were brought forward, the motion passed and the new board members will be forwarded to the full senate for confirmation.

A copy of the clinical nutritionists bill was passed out for the board members information.

A new list of the acronyms and terms was handed to the members.

As of May 2, 2003, there were 3, 388 licensed dietitians and 17 provisional licensed dietitians for a total of 3, 405 dietitians.

Ms. Hilsabeck handed out information for the CLEAR conference to be held in Toronto, Canada in September 2003. Ms. Hilsabeck informed board members that there would probably be no board member attendance at this conference due to budget cuts.

Agenda Item 9. (Ratification of Applications)

Ms. Hilsabeck asked for a motion for ratification of applications approved by the executive secretary as shown on the list of approved applicants. A motion was made, seconded and the applications were ratified. The approved list is attached.

A motion was made and approved to adjourn for 30 minutes for lunch.

Patricia Krug, chairman, reconvened the meeting at 12:45 p.m.

Agenda Item 11. (Complaint Committee)

Ralph McGahagin, chairman, reported that complaint DT 02-001 is closed with a letter of concern being sent to the respondent.

A motion was made, seconded and approved to accept the complaint committee report.

Agenda Item 11. (Program Approval Committee)

Gene Wisakowsky, chairman, reported that the committee reviewed one program for Adrienne Rascon-Lopez. A motion was made, seconded and approved to grant approval for Ms. Rascon-Lopez to begin her program.

Mr. Wisakowsky also stated that for future programs submitted to the committee, the executive secretary will audit and determine if the program meets the hours, verify the content and the details of the program.

Agenda Item 11. (Sunset and Rules Committee)

Amy Scott, chairman, reported the committees met with Greg Hoosier, who gave an overview of what would be happening during the Sunset review process.

The committee plans to have another meeting in June to discuss and review the self-review forms that Ms. Hilsabeck will be completing before the documents are due in July.

The committee would like to incorporate into the law, medical nutrition therapy, possible more use of the dietitian seal and expanding the qualifications to include more eligibility to become licensed.

Lucy Flores, chairman, reported that everyone received a copy of the act and the rules to review for changes. The committee discussed these changes and will continue to review the rules. The last rule review concluded in December 2001, so the next rule review needs to be finalized by December, 2004.

Lucy Flores made a request that a work meeting be planned for the next board meeting to go over each rule, page by page, in order to have the proposed rules ready by May 2004.

The committee discussed and reviewed the possibility of making it mandatory for the licensed and provisional licensed dietitian to use a seal.

Agenda Item 12. (Preplanned Professional Experience Program for Applicants)

There were no applicants.

Agenda Item 13. (Role and Responsibilities of Board Members)

The Board members were given board policies for public participation in board meetings, program accessibility and division of responsibilities for review.

Agenda Item 14. (The Board's Newsletter)

It was discussed that the newsletter would contain questions and answers and bios from new board members. Staff will publish the newsletter on the dietitian web site.

Agenda Item 15. (Strategic Planning Issues and Networking)

The rule review process and the Sunset review process were issues Ms. Krug wanted to discuss. All of the discussions concerning these issues were done during those committee reports.

Agenda Item 16 (Public Comment)

There was no public comment.

Agenda Item #17 (Setting of Next Meeting Date)

Claudia Lisle made a request to the board to have some of the meetings on a Saturday. Janet Hall offered the use of North Austin Medical Center at no charge for Saturday meetings, if the board decided to do a Saturday meeting.

The board decided to have the rules and sunset committee meetings on Thursday afternoon. The consumer and information committees will meet on Friday morning before the full board meeting.

The next meeting was set for August 7 and 8, 2003, in Austin, Texas. The board will meet December 4 and 5, 2003, in Austin, Texas. The board will meet April 1 and 2, 2004.

The meeting adjourned at 2:25 p.m.

Chairman

Date

Jeanette Hilsabeck, Executive Secretary

Date